

Our intention is to have in-person meetings going forward. For the time being, we will hold the Transportation Commission at Central Transportation at 2700 Week Street. This in-person location will meet the legal requirement for our open meetings.

We will have a virtual option available, but the technology for the hybrid style meeting may not be reliable all of the time.

**City of Stevens Point
Transportation Commission Meeting
December 9, 2024 - 5:00 PM**

Central Transportation
2700 Week Street, Stevens Point, WI

OR

Zoom Teleconferencing

Meeting ID: 875 3903 7302 | Passcode: 123567

By

Computer: <https://us06web.zoom.us/j/87539037302?pwd=2LLID40E3iY16aNWf1UjKAaSchPzeh.1>

By Phone: +1-312-626-6799 (US Chicago)

AGENDA

Discussion and Possible Action on:

1. Roll Call.
2. Approval of the October 14, 2024 minutes.
3. Approval of the October and November 2024 financial/claims report.
4. CY2025 fare structure approval.
5. CY2025 5311/85.20 budget and grant application review and approval.
6. Next Meeting January, 13, 2025 – 5:00pm
7. Adjournment.

Meeting Rider

Any person who has special needs while attending this meeting or needing agenda materials for this meeting should contact the City Clerk as soon as possible to ensure a reasonable accommodation can be made. The City Clerk can be reached by telephone at (715) 346-1569, TDD # 346-1556 or by mail at 1515 Strongs Ave., Stevens Point, WI 54481.

Copies of ordinances, resolutions, reports and minutes of the committee meetings are on file at the office of the City Clerk for inspection during normal business hours from 7:30 a.m. to 4:00p.m.

SPECIAL NOTICE

Please take notice that a quorum of the Common Council, City Boards/Commissions may attend this meeting.

**City of Stevens Point
Transportation Commission Meeting**

October 14, 2024 - 5:00 PM
2700 Week Street, Stevens Point, Wisconsin
Or
Zoom Teleconferencing

Minutes

1. Roll Call

Present: Karalyn Peterson, Nichole Lysne, Ald. Allison Birr, Tom Bertram, Neil Prendergast
Present via Zoom: Heidi Oberstadt, Ald. Dean Shuda
Others Present: Talin Scheuermann, Kaitlyn Wall

2. Approval of the August 12, 2024 Minutes

Ald. Dean Shuda made a motion to approve the August 12, 2024 minutes. Karalyn Peterson seconded. All in favor; none opposed. Motion carried.

3. Approval of the August and September 2024 Financial/Claims Reports

Ald. Allison Birr made a motion to approve the August and September 2024 Financial/Claims Reports. Neil Prendergast seconded. All in favor; none opposed. Motion carried.

4. Approval of using Gillig manufacturing through the WisDOT state contract for the purchase of three (3) 29-foot buses.

Neil Prendergast made a motion to use Gillig manufacturing through the WisDOT state contract for the purchase of three (3) 29-foot buses. Karalyn Peterson seconded. All in favor; none opposed. Motion carried.

5. Approval of Free Ride Fridays from November 29 to December 27, 2024

Heidi Oberstadt made a motion to approve Free Ride Fridays from November 29 to December 27, 2024. Ald. Allison Birr seconded. All in favor; none opposed. Motion carried.

6. Approval of free rides to polling places on Tuesday, November 5, 2024

Neil Prendergast made a motion to approve free rides to polling places on Tuesday, November 5, 2024. Karalyn Peterson seconded. All in favor; none opposed. Motion carried.

7. Next Meeting Date

November 11, 2024, at 5:00 p.m.

8. Adjournment

5:20 PM

Meeting of the Transportation Commission

Finances:

Bank Balance as of November 1, 2024	1,638,986.85
Bank Deposits recorded in November 2024	349,884.51
	<hr/> 1,988,871.36

Checks Issued since the last meeting:

11/08/2024	8205 Employee	Wages	1,508.30
11/08/2024	8206 Employee	Wages	1,278.18
11/05/2024	8207 United Way of Portage Cty	United Way	8.00
11/05/2024	8208 WI Council 32 Per Capita Tax Trust	Union Dues	419.79
11/08/2024	8209 A Plus Doors LLC	Springs Door 11	1,692.76
11/08/2024	8210 Aspirus Medical Group, Inc.	Audiogram	444.00
11/08/2024	8211 Cintas Corp #442	Janitorial	179.48
11/08/2024	8212 Gillig LLC	Treadle Assembly	599.42
11/08/2024	8213 Kriete Truck Centers	Button	22.20
11/08/2024	8214 PassioTechnologies LLC - CID 253	Monthly Passio Subscription	911.50
11/08/2024	8215 Pomp's Tire Service, Inc.	Tires	248.00
11/15/2024	8216 Ascendance	Breather Elements, Oil Filters, Air Filters	1,206.68
11/15/2024	8217 Cintas Corp #442	Janitorial	216.68
11/15/2024	8218 City of Stevens Point	Fuel, Fringe, Retirement, IT	68,075.85
11/15/2024	8219 Courtesy Cab	Subsidized taxi rides	851.00
11/15/2024	8220 Employee Resource	EAP services	88.35
11/15/2024	8221 Gillig LLC	Wiper Motor Assembly	636.18
11/15/2024	8222 Halron Lubricants Inc	Antifreeze and oil test kits	1,000.40
11/15/2024	8223 Henry Kolodziej	License Renewal	74.00
11/15/2024	8224 NAPA	Shop supplies	7.99
11/15/2024	8225 Pomp's Tire Service, Inc.	tires	317.68
11/15/2024	8226 Stevens Point Auto Center	Seat adjuster	36.40
11/15/2024	8227 Westmatic Corporation	Bus Wash Repairs	2,491.77
11/22/2024	8228 Employee	Wages	1,508.30
11/22/2024	8229 Employee	Wages	1,764.83
11/19/2024	8230 United Way of Portage Cty	United Way	8.00
11/19/2024	8231 WI Council 32 Per Capita Tax Trust	Union Dues	419.79
11/22/2024	8232 Ascendance	Core return	703.41
11/22/2024	8233 Employee	Shoe Reimbursement	150.00
11/22/2024	8234 Cintas Corp #442	Uniforms	456.42
11/22/2024	8235 Heartland Business Systems. LLC	Managed Services	338.05
11/22/2024	8236 Northway Communications Inc	Antennas	172.50
11/22/2024	8237 Star Business Machines Inc.	Prorated copier rental	60.10
11/22/2024	8238 Transport Refrigeration, Inc.	HVAC display/ keypad	404.59
11/22/2024	8239 U.S. Bank	Facility Supplies, Promotional Products	1,542.27
11/7/2025	Delta Dental	Insurance premiums	711.10
11/8/2025	Payroll	Payroll	44,300.33
11/12/2025	Volunteer Reimbursement	Volunteer Reimbursement	3,801.46
11/12/2025	IRS	Payroll Taxes - Fed	14,644.67
11/18/2025	WI Dept of Revenue	Payroll Taxes - State	2,538.39
11/18/2025	Verizon	Verizon Bill	135.18
11/19/2025	Great America Financ Services	Copier Lease	95.00
11/21/2025	Wisconsin Public Service	Utility Payment	1,823.69
11/21/2025	Payroll	Payroll	45,222.25
11/21/2025	Volunteer Reimbursement	Volunteer Reimbursement	3,972.82
11/22/2024	IRS	Payroll Taxes - Fed	15,234.17
11/25/2024	WI Dept of Revenue	Payroll Taxes - State	2,659.64
	Total of checks listed		<hr/> 224,981.57
	Balance on hand November 30, 2024		<hr/> 1,763,889.79
	Plus uncleared checks		4,756.97
	Less checks previously written clearing this month		-15,931.87
	Ending Cash Balance matching Bank Statements		<hr/> 1,752,714.89

Meeting of the Transportation Commission

Finances:

Bank Balance as of October 1, 2024	1,920,773.10
Bank Deposits recorded in October 2024	88,653.46
	2,009,426.56

Checks Issued since the last meeting:

10/04/2024	8156 Aspirus Medical Group, Inc.	Wellness Advisor, HRA review, Physical T	974.50
10/04/2024	8157 Cintas Corp #442	Uniforms / FS	187.50
10/04/2024	8158 City of Stevens Point	WRS, Insuarncce, Fuel, Workers comp. pre	139,507.50
10/04/2024	8159 Stevens Point Public Utilities	2" Water, 3" Water	3,567.80
10/04/2024	8160 Stevens Point Auto Center	Oil Filters and Coolant	87.70
10/04/2024	8161 UWSP Printing & Design	CT Business Cards	53.73
10/11/2024	8162 Employee	Wages	1,508.30
10/11/2024	8163 Employee	Wages	1,471.62
10/08/2024	8164 United Way of Portage Cty	United Way	8.00
10/08/2024	8165 WI Council 32 Per Capita Tax Trust	Union Dues	419.79
10/11/2024	8166 Baker Tilly Virchow Krause, LLP	Audit- Federal funds	1,376.59
10/11/2024	8167 Cintas Corp #442	Uniforms	187.44
10/11/2024	8168 Employee Resource	EAP	88.35
10/11/2024	8169 Marshfield Clinic	DOT Random Tests	226.00
10/11/2024	8170 NAPA	Batteries	799.96
10/11/2024	8171 PassioTechnologies LLC - CID 253	Monthly Passio Subscription	911.50
10/11/2024	8172 Summit Companies	Extinguisher brackets	219.00
10/18/2024	8173 Employee	Meal Reimbursement	15.00
10/18/2024	8174 Employee	Meal Reimbursement	28.00
10/18/2024	8175 Central Door Solutions, LLC	Garage door PM service	1,733.11
10/18/2024	8176 Cintas Corp #442	Janitorial	204.39
10/18/2024	8177 City of Stevens Point	Insurance, Fuel, Fringe, Wiscnet	76,067.88
10/18/2024	8178 FleetPride	AC Expansion Valve	20.09
10/18/2024	8179 Gillig LLC	HVAC Motor	1,910.61
10/18/2024	8180 Employee	Meal Reimbursement	28.00
10/18/2024	8181 U.S. Bank	Bus Passes, WIPTA Hotel, Facility Supplie	3,671.06
10/18/2024	8182 Kaitlyn Wall	Meal Reimbursement	33.00
10/18/2024	8183 ZEP Sales	Floor cleaner and dispenser	213.13
10/25/2024	8184 Employee	Wages	1,508.30
10/25/2024	8185 Employee	Wages	1,164.96
10/23/2024	8186 United Way of Portage Cty	United Way	8.00
10/23/2024	8187 WI Council 32 Per Capita Tax Trust	Union Dues	419.79
10/25/2024	8188 Batteries Plus LLC	Bus Batteries	567.80
10/25/2024	8189 Cintas Corp #442	Uniforms/FS	171.97
10/25/2024	8190 Employee Resource	ERC EAP charges	88.38
10/25/2024	8191 Gillig LLC	Solenoid	3,022.23
10/25/2024	8192 Midwest Equipment Specialists	Van Lift Parts	35.73
10/25/2024	8193 O'Reilly Auto Parts	Brake parts	1,032.96
10/25/2024	8194 Pomp's Tire Service, Inc.	Tires	1,421.28
10/25/2024	8195 Star Business Machines Inc.	Assorted Toners	212.36
10/25/2024	8196 U.S. Bank	Gas	33.36
10/31/2024	8197 Ascendance	Filter Elements	228.70
10/31/2024	8198 Badger Plastic & Supply Inc	Black plastic sign covers	54.00
10/31/2024	8199 Beaver of Wisconsin	Chemical injector and coupler	57.00
10/31/2024	8200 Cintas Corp #442	Uniforms / FS	187.50
10/31/2024	8201 City of Stevens Point	Workers Comp Premiums	2,527.33
10/31/2024	8202 Cummins Sales & Service	Copper tubing	127.07
10/31/2024	8203 Decker Supply Co Inc.	Signs and brackets	1,123.37
10/31/2024	8204 Heartland Business Systems. LLC	Managed IT Services	340.00
10/1/2024	Delta Dental	Insurance premiums	781.48
10/3/2024	Passenger	Prepaid Fare Refund	297.50
10/10/2024	Payroll	Payroll	44,044.91
10/10/2024	Volunteer Reimbursement	Volunteer Reimbursement	2,848.09
10/11/2024	IRS	Payroll Taxes - Fed	14,551.46

10/11/2024	WI Dept of Revenue	Payroll Taxes - State	2,518.37
10/15/2024	Verizon	Verizon Bill	135.18
10/16/2024	Great America Financ Services	Copier Lease	95.00
10/21/2024	Wisconsin Public Service	Utility Payment	2,035.64
10/25/2024	Payroll	Payroll	44,588.23
10/25/2024	Volunteer Reimbursement	Volunteer Reimbursement	2,322.71
10/25/2024	IRS	Payroll Taxes - Fed	14,678.76
10/25/2024	WI Dept of Revenue	Payroll Taxes - State	2,550.59
	Total of checks listed		<u>381,279.26</u>
	Balance on hand October 31, 2024		<u>1,628,147.30</u>
	Plus uncleared checks		15,974.87
	Less checks previously written clearing this month		-5,135.32
	Ending Cash Balance matching Bank Statements		<u>1,638,986.85</u>

2025 Transportation Fare Structure

Standard Fares:

Regular Fare: \$1.25

Reduced Fare: \$0.65

Monthly Pass: \$25.00

Reduced Fare Qualification:

Seniors aged 60 and over.

Individuals with disabilities

MSTC (Mid-State Technical College) Students

Veterans

Active Military Members

Free Fare Qualification:

17 and under

UWSP (University of Wisconsin-Stevens Point) Students, contingent upon the existing agreement between Central Transportation and UWSP

Point Plus Services:

Rural/Paratransit Service: \$2.50 per trip

Agency Fare: \$17.50 per trip

ADRC-Sponsored Free Trips:

Available to individuals over 60 for the following programs:

Nutrition services

Adult daycare

Other designated senior programs

Note: Agency-related trips are not covered under this provision.

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Expences	Fixed Route	Point Plus	Total
Management Salaries and Wages	\$273,100.52	\$95,216.78	\$368,317.30
Operators Salaries and Wages		\$365,769.5	
	\$566,409.72	8	\$932,179.30
Maintenance Salaries and Wages	\$105,225.22	\$27,059.24	\$132,284.46
Dispatcher Wages	\$23,453.47	\$23,453.47	\$46,906.94
SS/FICA	\$86,103.25	\$45,958.40	\$132,061.65
Pension/WRS	\$78,224.52	\$41,753.06	\$119,977.58
Medical	\$168,126.22	\$96,799.74	\$264,925.96
Life Ins	\$4,527.75	\$227.55	\$4,755.30
ST Dis/IC	\$0.00	\$0.00	\$0.00
Un employment insurance	\$2,500.00	\$1,000.00	\$3,500.00
Workers Comp insurance	\$25,580.27	\$15,268.78	\$40,849.05
Sick Leave	\$53,528.77	\$27,330.22	\$80,858.99
Holiday Pay	\$43,271.23	\$22,232.44	\$65,503.67
Vacation Pay	\$89,695.96	\$39,701.73	\$129,397.69
Other Paid Absences/Funeral	\$11,000.00	\$6,000.00	\$17,000.00
Uniforms/Shoe	\$12,834.00	\$7,000.00	\$19,834.00
Other Fringe benefits/Award	\$2,637.40	\$1,368.08	\$4,005.48
Professional/Technical services	\$3,500.00	\$500.00	\$4,000.00
Contract Services/Annual Fees	\$35,000.00	\$10,680.00	\$45,680.00
Custodial/Building/Shelter	\$20,000.00	\$8,000.00	\$28,000.00
Other Services / Audit	\$40,000.00	\$8,000.00	\$48,000.00
Office Supplies	\$3,000.00	\$750.00	\$3,750.00
Fuel and Lubricants	\$160,000.00	\$75,500.00	\$235,500.00
Tires/Tubes	\$10,000.00	\$7,500.00	\$17,500.00
Veh Parts/Tools/Tow	\$67,500.00	\$15,000.00	\$82,500.00
Telephone	\$3,500.00	\$500.00	\$4,000.00
Elect/Gas/Water/Sewer/SW	\$30,000.00		\$30,000.00
Insurance Premiums	\$43,000.00	\$12,500.00	\$55,500.00
Dues/Subscriptions	\$2,500.00	\$750.00	\$3,250.00
Travel/Meetings	\$6,000.00	\$500.00	\$6,500.00
Advertising/Promotion	\$4,000.00	\$1,000.00	\$5,000.00
	\$1,974,218.3	\$957,319.0	\$2,931,537.3
	0	7	7
Contra Revenue			
Insurance Dividends Revenue	\$8,000.00		\$8,000.00
RTAP Reimbursement	\$6,500.00		\$6,500.00
Nontrans Rev-Motor Fuel Tax Re	\$15,000.00		\$15,000.00
Paratransit Aids		\$27,500.00	\$27,500.00
Local Revenues			
Fixed Route Regular Fares	\$30,000.00		\$30,000.00
Fixed Route Pass Sales	\$51,000.00		\$51,000.00

Point Plus Regular Fares		\$30,000.00	\$30,000.00
		\$122,000.00	
Point Plus Agency Fares		0	\$122,000.00
Misc Revenue - Advertising	\$7,500.00		\$7,500.00
IIIB OAA Donations	\$1,000.00		\$1,000.00
Other Revenues	\$500.00		\$500.00
		\$179,500.00	
	\$119,500.00	0	\$299,000.00